City of Hermosa Beach

1315 Valley Drive, Hermosa Beach, CA 90254

310.318-0203 - Fax 310.372-6186

Email: recordsrequest@hermosabch.org



Received By: Tanksha Hubson

Referred To:

## **Public Records Request**

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney—client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

Name (please print):		Email:	
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Address:			Phone:
1712 Hayn	es lane		310 525 7496
City:	2	000	Fax:
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Record or Document Requested:			
To assist the City with your request, please identify each requested record/document separately. Please be as specific as			
possible. Non specific inquiries may cause responses to be delayed or may prove to be burdensome and therefore the			
City may not be able to respond. (Additional sheets may be used) Submit all requests to the City Clerk's Office.			
video from traffic officer regarding collision			
COOL II IN 1500 Cilianal and Alian LD			
Mase II 19-15e7 Silverstrand Ave ItB			
		11.21110	6 6:00 pm
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Photocopies are \$0.20 per page (Mailing fee, if applicable is \$3.00 plus postage). Fees must be paid before records are			
released.			
I agree to pay all applicable fees and charges per the City Council Resolution of Fees for any copies I request of the			
above mentioned document. Accepted method of payment: Cash or check. Credit card accepted in person only.			
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Signature			Date
For Departmental Use Only:			
Action Requested:	Action Taken:	Ву	Date
Review Only	Document Reviewed	^	Ion-Existent Document
Copies Requested	Copies Provided	c	Other (Please Explain)
	Refusal/Reason		
For City Clerk's Use Only:			
Date Requestor Notified	Notified By:		Date Picked Up or Mailed